



COUNTY OF LOS ANGELES  
Internal Services Department  
1100 North Eastern Avenue  
Los Angeles, California 90063



Dave Lambertson  
Director

*To enrich lives through effective and caring service.*

Telephone: (323) 267-2101  
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September 1, 2005

**Agenda Date: September 13, 2005**

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

**APPROVE TEN JOB ORDER CONTRACT AGREEMENTS  
(ALL DISTRICTS - 3 VOTES)**

**IT IS RECOMMENDED THAT YOUR BOARD:**

Authorize the Director of Internal Services Department (ISD) or his designee to award and execute six general and four specialty (two electrical and two mechanical) Job Order Contract (JOC) Agreements in the form previously approved by County Counsel with the contractors listed on Attachment I to provide services to County facilities for as-needed repair, deferred maintenance, and refurbishments over a one-year term effective on execution. The Agreements are for a not-to-exceed amount of \$3.0 million per Agreement. The aggregate not-to-exceed amount for the ten Agreements is \$30.0 million.

**PURPOSE /JUSTIFICATION OF RECOMMENDED ACTION:**

The recommended JOC Agreements will enable ISD to provide facilities repair, deferred maintenance and refurbishment services requested by County departments and accomplish projects approved by your Board in an effective and timely manner. These projects exceed the capability of ISD's in-house staff. There are insufficient in-house resources to fulfill the current and anticipated County requirements for facilities repair, deferred maintenance and refurbishment services. The ten recommended JOC Agreements are required to perform high priority facilities work, and are required to replace previously approved JOC Agreements, which are reaching their one-year term limit.

Since its inception, JOC has been a proven method for ISD to meet County department service level demands beyond what ISD's in-house staff can provide. In the aggregate, the recommended JOC Agreements will provide the County with a full range of construction type services, including the following:

- General contracting services including roofing, plumbing, masonry, ceiling repairs and other renovations
- Electrical
- Mechanical (Heating/Ventilation/Air Conditioning)

The JOC program is a responsive and cost-effective resource to augment ISD's ability to accomplish County requirements for facilities repair, deferred maintenance and refurbishment services. The combination of JOC and County staff optimizes ISD's capabilities to mobilize, stage and execute multiple projects in a compressed time frame. The ten recommended JOC Agreements will provide the additional resources required for timely and effective completion of as-needed services.

#### **Implementation of Strategic Plan Goals:**

The recommended JOC Agreements support the County's Strategic Plan Goals No. 1 and No. 4 for Service Excellence and Fiscal Responsibility. More specifically, it aligns with these strategies by effectively managing County resources and investing in the public infrastructure.

#### **FISCAL IMPACT/FINANCING:**

The recommended JOC Agreements were bid for a not-to-exceed amount of \$3.0 million per Agreement to be exercised in increments on an as-needed basis. ISD's FY 2005/06 adopted budget includes \$15.0 million for JOC expenditures. ISD has requested an additional \$15.0 million in the FY 2005/06 Supplemental Budget Resolution to support increased JOC expenditures. ISD will incur JOC expenditures to the extent that they are offset through County department billings and within available appropriation. ISD will seek Board approval for additional appropriation if funded requests for JOC services exceed funds available in ISD's budget.

Individual JOC Agreements have a statutory limitation of \$3.0 million with a one-year term as specified in Section 20128.5 of the Public Contract Code. The County is only obligated to order a minimum of \$25,000 for the General, Electrical and Mechanical JOC Agreements.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS:**

Your Board has approved JOC Agreements for ISD over the past several years. JOC Agreements are fixed fee unit price-based with indefinite quantities. The requested Agreements meet all Federal, State and County contracting requirements. The JOC Agreements are not Proposition "A" contracts, due to their intermittent, as-needed structure and, therefore, are not subject to the County's Living Wage Program. JOC Contractors are required to pay prevailing wages. The terms and conditions of the contracts have been approved as to form by County Counsel.

Under the proposed contracts, the contractors will consider Greater Avenues for Independence Program and General Relief Opportunity for Work (GAIN/GROW) participants for future employment and will comply with the Jury Service Ordinance and the Safely Surrender Baby Law.

### **ENVIRONMENTAL DOCUMENTATION:**

California Environmental Quality Act (CEQA) requires public agency decision makers to document and consider the environmental implications of their actions.

These JOC projects provide facilities repair, deferred maintenance and refurbishment services requested by County Departments, which are generally categorically exempt under CEQA.

Upon your Board authorizing the Director to execute JOC Agreements, ISD will file all required Notices of Exemption for each categorically exempt project as required by CEQA. Your Board will be asked to make environmental determinations for any projects which are not categorically exempt.

### **CONTRACTING PROCESS:**

On July 25, 2005, an Invitation For Bids (IFB) was released to nine contractors shown in Attachment II. Notice of the IFB was also posted on the County's website (Attachment III) and in various trade publications. A pre-bid conference was held on August 9, 2005 to discuss bidding and project requirements. On August 23, 2005, fifty-four bids were received for the ten JOC contracts. Bidders were required to submit a set of cost adjustment factors that would be applied to the unit prices for work in the JOC Unit Price Book. Each bid was determined by calculating a composite factor using a predetermined and advertised formula. The lowest responsive and responsible contractors were selected without regard to race, creed, color or gender for each of the

JOC contracts. Contractors associated with JOC Agreements have historically subcontracted with Community Business Enterprise (CBE) firms, consistent with your Board's CBE participation goal. The Los Angeles County Community Business Enterprise program summary information on each firm is provided in Attachment IV. Of the ten contracts recommended for award, four are being awarded to certified CBEs. Furthermore, five of the ten contracts are being awarded to certified Local Small Business Enterprises (LSBE). These firms received the Local SBE preference applied to their individual bids.

ISD will initiate new JOC solicitations on an as-needed basis to support the needs of the County. As current Agreements near expiration, additional solicitations will be made and returned to your Board for approval.

**IMPACT ON CURRENT SERVICES (OR PROJECTS):**

There is no employee impact. These Agreements are intended to augment, but not replace the County workforce and to ensure our ability to respond to emergency requirements.

**CONCLUSION:**

Your approval of the recommendations will provide the resources necessary to provide timely services to ISD's County customers. Please return one stamped copy of the approved Board letter to ISD.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read "Dave Lambertson".

Dave Lambertson *for*  
Director

DL:TT:rs (BoardLtrJOC08-05-1)

Attachments

c: Chief Administrative Officer  
Executive Officer, Board of Supervisors

### PROPOSED JOC CONTRACTORS

The following proposed JOC Agreements are for \$1.0 million with options to increase to a not-to-exceed \$3.0 million within the same one-year term:

JOC #:	CONTRACTOR:	LSBE:	SERVICE:
JOC #57	MTM Construction, Inc.	X	General
JOC #58	Mackone Development, Inc.		General
JOC #59	MTM Construction, Inc.	X	General
JOC #60	H C Olsen Construction		General
JOC #61	New Creation Builders	X	General
JOC #62	Mackone Development, Inc.		General
EJOC #15	Comet Electric, Inc.		Electrical
EJOC #16	JAM Fire Protection, Inc. (dba JAM Corp)	X	Electrical
MJOC #12	Harry H Joh Construction, Inc.		Mechanical
MJOC #13	Athena Engineering, Inc.	X	Mechanical

**BIDDERS LIST**

Athena Engineering, Inc.  
446 Borrego Court  
San Dimas, CA 91773

Comet Electric, Inc,  
7760 Deering Avenue  
Canoga Park, CA 91304

Harry H. Joh Construction, Inc.  
8205 Somerset Boulevard  
Paramount, CA 90723

JAM Corporation  
1930 S. Myrtle Avenue  
Monrovia, CA 91016

MTM Construction Inc.  
2211 Hacienda Boulevard #116  
Hacienda Heights, CA 91745

Mackone Development, Inc.  
2244 Beverly Boulevard  
Los Angeles, CA 90057

New Creation Builders  
17809 Clark Avenue  
Bellflower, CA 90706

SeaPac Engineering  
608 S. New Hampshire Avenue  
Los Angeles, CA 90005

Walton Electric Corporation  
PO Box 1856  
Glendora, CA 91740

## Bid Information

**Bid Number :** 07/05-JOC

**Bid Title :** Job Order Contract for General JOC57, JOC58, JOC59, JOC60, JOC61, JOC62, Electrical EJOC15, EJOC16, Mechanical MJOC12, MJOC13

**Bid Type :** Construction

**Department :** Internal Services Department

**Commodity :** CONSTRUCTION SERVICE, GENERAL (DIGGING, DITCHING, ROAD GRADING, ROCK STABILIZATION, ETC.)

**Open Date :** 7/25/2005

**Closing Date :** 8/23/2005 10:00 AM

**Notice of Intent to Award :** [View Detail](#)

**Bid Amount :** \$ NA

**Bid Download :** Not Available

**Bid Description :** Furnish all management, labor, materials, equipment and required plan check and permits from local jurisdictions to perform work such as repair, alteration, modernization, maintenance, and rehabilitation of buildings, structures, or other real property. Bidders are encouraged to attend a pre-bid conference scheduled on August 9, 2005 at 10:00am in the A & I large conference room at 1100 N. Eastern Avenue, Los Angeles, CA 90063. Please contact Ms. Ritu Sehgal at 323-267-3129 or Ms. Iscah Wang at 323-267-2619 for additional information.

**Contact Name :** Ms. Ritu Sehgal

**Contact Phone# :** (323) 267-3129

**Contact Email :** [rsehgal@isd.co.la.ca.us](mailto:rsehgal@isd.co.la.ca.us)

**Last Changed On :** 7/25/2005 10:15:43 AM

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**FIRM/ORGANIZATION INFORMATION AS PROVIDED BY CONTRACTORS  
FOR EACH JOB ORDER CONTRACT**

This information was gathered for statistical purposes only. On final analysis and consideration of award, selection was made without regard to gender, race, creed or color.

<b>FIRM INFORMATION</b>		<b>MTM Construction, Inc. JOC #57</b>	<b>Mackone Development, Inc. JOC#58</b>	<b>MTM Construction, Inc. JOC #59</b>	<b>H C Olsen Construction JOC #60</b>	<b>New Creation Builders JOC# 61</b>
Cultural/Ethnic Composition		% of Ownership	% of Ownership	% of Ownership	% of Ownership	% of Ownership
<b>OWNERS/PARTNERS</b>	Black/African American	0	0	0	0	0
	Hispanic/Latin American	0	0	0	61	0
	Asian American	100	100	100	0	100
	American Indian/Alaskan	0	0	0	0	0
	All others	0	0	0	39	0
	Women (included above)	0	33	0	39	0
<b>MANAGER</b>		<b>Number</b>	<b>Number</b>	<b>Number</b>	<b>Number</b>	<b>Number</b>
	Black/African American	0	0	0	1	0
	Hispanic/Latin American	0	0	0	1	0
	Asian American	4	2	4	0	3
	American Indian/Alaskan	0	0	0	0	0
	All others	0	9	0	7	2
<b>STAFF</b>	Women (included above)	1	0	1	4	1
	Black/African American	1	0	1	3	0
	Hispanic/Latin American	0	3	0	24	4
	Asian American	17	0	17	0	3
	American Indian/Alaskan	0	0	0	1	0
	All others	7	14	7	41	0
	Women (included above)	4	5	4	9	1
	<b>TOTAL # OF EMPLOYEES</b>	29	28	29	78	12
<b>BUSINESS STRUCTURE</b>		Corporation	Corporation	Corporation	Corporation	Corporation
Certified as Minority, Women, Disadvantaged or Disabled Veteran Business Enterprise?		SDB	CBE	SDB	NO	NO
<b>CERTIFYING AGENCY</b>		SBA	LA County	SBA		



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<b>FIRM INFORMATION</b>		<b>Mackone Development, Inc. JOC #62</b>	<b>Comet Electric EJOC #15</b>	<b>JAM Corporation EJOC #16</b>	<b>Harry H. Joh Construction Inc. MJOC #12</b>	<b>Athena Engineering, Inc. MJOC #13</b>
Cultural/Ethnic Composition		% of Ownership	% of Ownership	% of Ownership	% of Ownership	% of Ownership
<b>OWNERS/PARTNERS</b>	Black/African American	0	0	0	0	0
	Hispanic/Latin American	0	0	0	0	100
	Asian American	100	0	0	100	0
	American Indian/Alaskan	0	0	0	0	0
	All others	0	100	100	0	0
	Women (included above)	33	0	0	0	100
<b>MANAGER</b>		<b>Number</b>	<b>Number</b>	<b>Number</b>	<b>Number</b>	<b>Number</b>
	Black/African American	0	0	0	0	0
	Hispanic/Latin American	0	8	5	0	1
	Asian American	2	1	0	3	0
	American Indian/Alaskan	0	0	0	0	0
	All others	9	13	7	0	3
<b>STAFF</b>	Women (included above)	0	0	0	1	0
	Black/African American	0	8	0	0	2
	Hispanic/Latin American	3	60	18	0	8
	Asian American	0	6	0	4	1
	American Indian/Alaskan	0	1	0	0	0
	All others	14	53	13	0	20
Women (included above)		5	1	4	4	7
<b>TOTAL # OF EMPLOYEES</b>		<b>28</b>	<b>150</b>	<b>43</b>	<b>7</b>	<b>35</b>
<b>BUSINESS STRUCTURE</b>		Corporation	Corporation	Corporation	Corporation	Corporation
Certified as Minority, Women, Disadvantaged or Disabled Veteran Business Enterprise?		CBE	NO	NO	CBE	CBE, WMBE
<b>CERTIFYING AGENCY</b>		LA County			LA County	LA County, WMBE Clearinghouse